

AGENDA

GIS Committee Meeting
Wednesday, March 14th, 2:00pm

2:00 >> Overview of project. Starting Small...

Why are we doing this?

2:20>> Discuss Issues, Opportunities & Constraints

Based on input from last meeting, *briefly* discuss these three items.

2:30>> Develop a Mission

Come to an agreement upon a “Mission Statement” for the project. Let’s all get on the same page for where we want this to go.

2:40>> Discuss Department Input Forms

1. Look over some of the input and discuss where we will go with this.
2. Future phases.

3:00>> Committee Membership

1. Confirm members of larger group – “GIS Committee”
2. Establish / select members for “Core Committee”

3:30>> Set Agenda for Next Meeting & Adjourn

GIS WORKING GROUP

Meeting Minutes from 3/14/01

Mission Statement Discussion:

- Although this was never officially resolved, some key points were addressed here worth noting:
 1. The Assessor's Office (namely Pete) will act as the base department for this process.
 2. We will focus on what areas of the county we currently have parcel information for, rather than wait for all of it to be completed. The current information will serve as a data set for the one year timeline, unless updates become available in the interim.

Issues In Need of Address:

- Work on getting the Mammoth Lakes condo complexes into the GIS. Can we do this in a year? Will this be contracted out, etc?
 - THIS WILL NOT BE PART OF THIS PROJECT.
- Users of the IMS, versus Users / Contributors:
 - Should there be a cost difference if a department wants to use the final product but will not be contributing to it? (Ex. Social Services)
- Steering Committee at this stage will consist of:
 1. Assessor's Office
 2. IT Folks
 3. Planning Department
 4. Public Works

Other Notes:

- A draft flowchart addressing the "Project Scoping Process" is attached. This will be revised and worked on during the Steering Committee meeting on Wed, April 4th.
- Task lists will also be developed over the next week as I speak with departments individually regarding data requests and contributions.

***** This section is very important... please look it over thoroughly!*****

Data:

- Below is a list of the 15 items that we came up with during the meeting on March 14th. The graphic shows the data, along with the timeline that we hoped to have the data integrated into the system. **Please look this graphic over and answer the following questions to me AS SOON AS POSSIBLE!!** (note: Ignore items 1 & 2 under the 2 month period heading).

2 Month Period (by Nov. 1):

1. Solidify Common Key (APN) for all available parcels.
2. Develop a process to ensure future compatibility with agreed format.

6 Month Period (by May 1):

1. Physical Address / Location of each parcel or property.
2. Ownership Information
 - * Owner name
 - * Mailing address
3. Zoning designation

10 Month Period (by July 1):

4. Wells / Permitted Structures
5. Avalanche / Flood zones
6. Fire Hydrants
7. Deed recording
8. Building Permits
9. Septic information
10. Business Licenses

12 Month Period (by Sept 1):

11. Pavement Management
12. Infrastructure Value
13. PUD information
14. Structure Pictures
15. MEA

1. Do you (your department) have the data requested on the graphic in some form?

- If so, what form?
- Can you please send me a sample of the data set (electronically, printed out, etc.) so I can see the format of the data.

2. Based on the timeline presented in the graphic, your knowledge of the data that you possess, and overall necessity or order of importance, should the order of data integration be altered in any way?

- If so how?

3. Is there additional data that should be included that we overlooked in our meeting?

- Should it replace some data that is on the graphic?
- Should it be in addition to some of the data on the graphic?

4. For data which you requested but does not (may not) currently exist (ex. House Photos), what is the level of commitment that you or your department is willing to make to collect this data?